

**TOWN OF DAVIE  
SPECIAL MEETING  
MARCH 16, 2005**

The meeting was called to order at 6:03 p.m.

Present at the meeting were Mayor Truex, Vice-Mayor Paul and Councilmembers Hubert, Crowley and Starkey. Also present were Interim Town Administrator Kovanes, Town Attorney Kiar, and Town Clerk Muniz recording the meeting.

Human Resources Management Director Mark Alan explained the purpose of the meeting was to allow presentations by executive search firms for the process of recruiting a permanent Town Administrator.

**Colin Baenzinger and Associates**

Colin Baenzinger, representing Colin Baenzinger and Associates, distributed materials and gave a presentation on his firm's merits and recruitment efforts. He spoke of his firms' Florida focus, as well as its national outreach.

Mayor Truex asked how the firm would ensure the Town had a diverse pool of applicants. Mr. Baenzinger explained that his firm would tap into groups such as the National Association of Black Public Administrators, among others. Mayor Truex felt the NAACP should be included, as they were interested in being a resource and asked if Mr. Baenzinger was open to this idea. Mr. Baenzinger responded in the affirmative.

Councilmember Hubert asked what the fee was. Mr. Baenzinger stated that the fee was \$17,500. Councilmember Crowley asked if it was okay to ask about the fees since this was at the proposal stage. Assistant Town Attorney Parke indicated Council could discuss pricing if the bid was under \$25,000.

**The Mercer Group**

Tom Friejo, representing the Mercer Group, described his firm's competencies and selection process.

Mayor Truex asked what would be done to ensure a diverse pool of applicants. Mr. Friejo indicated that his firm would advertise in trade publications that targeted minorities.

Councilmember Starkey spoke of a discussion held recently with Bertha Henry, Assistant County Administrator for Broward County, who spoke favorably about this firm. Councilmember Starkey asked how the firm would advise Council of individuals who kept changing positions and not working out. Mr. Friejo explained that he would provide Council with all information regarding individuals with this job history.

Councilmember Hubert asked if the proposal price was flexible or concrete. Mr. Friejo indicated the price was flexible for some aspects if Council wished to negotiate modifications in the procedure.

Councilmember Crowley asked Mr. Friejo about his commute from Winter Haven. Mr. Friejo indicated that this was not a problem as he conducted searches throughout the state.

Vice-Mayor Paul asked Mr. Friejo about the flat fee structure, plus expenses. Mr. Friejo indicated that the price included the cost for candidates attending the interview process, which was difficult to calculate. Mayor Truex asked if this included advertising. Mr. Friejo indicated in the affirmative.

Mayor Truex asked about the timeline for the process. Mr. Friejo indicated it would not matter where the applicant was from. He recommended that the Council not limit its search to individuals currently in Florida as there were potential candidates in other states who were former residents wishing to return.

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**MGT of America**

Russell Campbell, representing MGT of America, spoke of his firm's competencies and the selection process. He indicated that his price was negotiable and the timeline could be shortened if the search was restricted to the State of Florida. Mr. Campbell spoke of his firm's success with City of Fort Lauderdale's search.

Councilmember Hubert asked how the firm could guarantee the individual would stay in the position for one year. Mr. Campbell explained that his firm would do a new search at no additional cost if an individual decided to leave. He advised that the fee excluded advertising expenses. Mr. Campbell indicated that the search his firm provided to Fort Lauderdale allowed them to develop a profile on each of the 40 applicants and he would be willing to do the same for Davie. Councilmember Crowley commended the firm on the placement of the Fort Lauderdale city manager.

Mayor Truex asked if Mr. Campbell had any concerns regarding his firm's base in Tallahassee. Mr. Campbell indicated this was not an issue.

**Slavin Management Consultants**

Bob Slavin, representing Slavin Management Consultants, spoke of his firm's competencies and selection process. He advised that his firm networked with the National Forum of Black Public Administrators and spoke of his firms' additional efforts to include minorities and women in the selection process.

Councilmember Starkey asked if applicants' files would be forwarded to the Council. Mr. Slavin stated that his firm would narrow the pool down to the most qualified applicants and would then provide summaries and evaluations of their credentials to Council.

**Range Riders**

Dodd Southern, representing the Range Riders, explained the history of Range Riders and spoke of their selection process. He advised that Range Riders generally did not perform background checks.

Mayor Truex asked if Range Riders worked with executive search firms. Mr. Southern indicated that the group did not have much reason to do this. He advised that the Range Riders generally worked with staff, elected officials, appointed department heads, and other city managers in the area. Mayor Truex asked what Range Riders would do to ensure a diverse pool of applicants. Mr. Southern felt it was important to use the right wording in the notice.

Councilmember Crowley asked if Mr. Southern was local. Mr. Southern advised that he lived in Miami.

Mayor Truex asked if Council could rank the firms and make a selection that evening. Mr. Alan responded in the affirmative and distributed a ranking form.

Councilmember Crowley stated that the Range Riders did not perform background checks. Mr. Alan agreed but stated that Human Resources and the Police Department could perform the background checks.

Mayor Truex indicated that he would prefer to go with one of the executive search firms. He pointed out that the Range Riders were volunteers and could not provide a service comparable to the other firms.

Vice-Mayor Paul made a motion, seconded by Councilmember Hubert, to name Interim Town Administrator Christopher Kovanes as permanent Town Administrator.

Mayor Truex objected and felt this would be detrimental for various reasons. He felt the previous Town Administrator was hired the "old way" for certain purposes and this was not necessarily the proper procedure.

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Vice-Mayor Paul felt the fact that the Town had gone as far as it had indicated its process was extremely open. She pointed out that by the time the Town went through the search process, Mr. Kovanes would be halfway through the budget process. Vice-Mayor Paul stated that it was important that Mr. Kovanes receive the support of the department director in this issue. She felt that undercurrents in the Town would not help the situation.

Councilmember Starkey commended Mr. Kovanes' integrity but agreed with Mayor Truex that the process had to be opened up to the public. She felt that choosing Mr. Kovanes at this time was premature.

Councilmember Crowley indicated that he had spoken with Mr. Kovanes earlier and informed him of his desire to conduct a local search.

In a voice vote, the vote was as follows: Mayor Truex - no; Vice-Mayor Paul - yes; Councilmember Crowley - no; Councilmember Hubert - yes; Councilmember Starkey - no. (Motion denied 3-2)

Vice-Mayor Paul made a motion, seconded by Mayor Truex, to rank the executive search firms with the Range Riders added at the bottom. In a voice vote, with Councilmember Crowley dissenting, all voted in favor. (Motion carried 4-1)

Vice-Mayor Paul made a motion, seconded by Councilmember Starkey to reconsider the previous motion. In a voice vote, all voted in favor. (Motion carried 5-0)

Councilmember Crowley made a motion to hire the consultant Range Riders for assistance with Human Resources on the selection of the Town Administrator.

Councilmember Starkey wanted a firm that would be open to working in conjunction with the Range Riders providing oversight. Vice-Mayor Paul felt with the Range Riders, she wanted Council to be more involved in the selection process and suggested the Town use the Police Department to provide the background checks. She asked that the motion be amended to only use the Range Riders.

Councilmember Crowley indicated he would not amend his motion. Vice-Mayor Paul seconded the motion.

Mayor Truex stated that this would not be his first choice and he wanted to keep Human Resources out of the process. Mr. Alan was comfortable with assisting Council on the logistics but did not want to be involved in the decision making process.

In a voice vote, the vote was as follows: Mayor Truex - no; Vice-Mayor Paul - yes; Councilmember Crowley - yes; Councilmember Hubert - no; Councilmember Starkey - no. (Motion denied 3-2)

Council proceeded to rank the executive search firms.

Councilmember Starkey stated that it was important that an e-mail list be created of all the individuals selected. She asked that an electronic file be created on the server to hold all e-mails be provided to the Town Clerk's Office. Councilmember Starkey also asked that an e-mail be sent to the advisory boards that this file was available for review. She requested that once applicants were short-listed, roundtable discussions be held with the Chamber of Commerce, the Economic Development Council, the DMIA, department heads and other civic organizations.

Councilmember Hubert asked why she had to vote when she did not agree with the process. Mr. Kiar advised that no Councilmember could abstain from voting on a firm.

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Mr. Alan read the results of Council's rankings: 1) MGT of America; 2) Range Riders; 3) Mercer Group; 4) Slavin Management; and 5) Colin Baenzinger and Associates were ranked fifth.

There being no further business to discuss and no objections, the meeting was adjourned at 7:28 p.m.

Approved \_\_\_\_\_

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Mayor/Councilmember

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Town Clerk